Federal City Performing Arts Association
Board of Directors Meeting Minutes

Wednesday, November 17, 1999
2801 M St., NW, Washington, DC

Present: Fred Boykin, Jerry Carpenter, Jeff Peirce, Thom Gibb, Chip Heath, Kris Marshall, Joe Vignali, Steve Herman, Gordon McGraw
Absent: Gordon Tanner, Darrell Lewis, Mark Ohnmacht
Staff: Greg Ruffer, John Perkins
Guests: Sabacek, Gannon

I. Call to Order
Vice President Boykin called meeting to order at 7:05 PM.

II. Approval of Minutes
Vignali moves and McGraw seconds to approval of the minutes. Unanimously approved.

III. Finance Report
Peirce presented the finance report indicating that it reflects timing issues with concern to revenue. Revenue is currently less than budgeted by $14K and expenses are $5.1K higher than last year. Timing of ticket sales, season ticket income, and various sponsorships caused the differences. Sabacek pointed out that the report contained an Auction, which had no chairperson and contested that we may not be having an auction this year; rather, we would hope to plan a different type of event. Gannon asked if Hensley had a separate line item in the budget report to separate Capital Club monies from other fundraising. Several line items reflect Fundraising income, according to Peirce. Gannon expressed concern for competing fundraising events.

Herman moves to accept the finance report, Marshall seconds. Unanimous in favor.

Peirce distributed a draft copy of the New Century Fund, created by the Finance Committee, to members. Boykin attempted to get agreement on the statement but Sabacek insisted that the fund's formalization specify that the money be invested in some type of money market or stock plan. Fund segregation restrictions on the account are essential to allow the Capital Club to have a determining voice in how to spend the money, Sabacek said. The fund is to create a war chest for the 20th Anniversary concert year, but without a specific, fixed value or percentage. Sabacek also insisted that the funds not be used in the budget process for the coming year or thought of as a set amount of money to be used for planning any event until such time as the Capital Club and FCPAA decide what the value is to be. After much discussion, Gibb pointed out that the Board, Executive Committee, and the Capital Club were obviously not in agreement with the draft statement and that the issue be tabled while the groups go back to discussion of the fund policy. Gannon was concerned about tabling because of the time-period for billing the pledges was about to begin and that the policy needs to be quickly.

IV. Music Report
The Music staff continues to work on repertoire for the March and June concerts as well as the GALA concert. Ruffer continues to keep in close contact with other choral organizations in Washington, thus invited Frank Albinder to spend some time on the podium. Potomac Fever continues to have several engagements in the coming month. PF has received the Higdon commission and will premier the work in either March or April.

V. Executive Director's Report
GMCW has received several requests to perform. D.C. Millennia Event was declined due to the short notice. However, the D.C. Bicentennial event is still a hopeful commitment. The Today Show has considered GMCW to appear next December on air.

United Airlines proposal consideration is ongoing. They are committed to helping GMCW get to San Francisco. The Horsley Memorial has raised over $2K – solicitation went to 90 people outside of the membership. Family & Friends programs will be a way to match the DC Arts grant. The Tivoli Arts Consortium has concluded on technical issues that will not support the needs of FCPAA. A new consortium of local gay arts groups is in development.

VI. President's Report

In Lewis' absence, a written report was presented. Lewis indicated thanks for all those who were at the Capital Club GALA in October, for the Little Shop of Horror Kickoff efforts, and for the Family & Friends efforts. He wrote that Mark Ohnmacht has agreed to fulfill the two-year term through June 30, 2001. Perkins was praised for his work on the sponsorship programs. Boykin also presented an Operations Committee report.

VII. Sabbatical Leave Policy

Heath presented the Sabbatical Leave policy and moves that the Board approve the Sabbatical Leave policy as written, to take affect in fiscal year 2001; Gibb seconds. Policy was unanimously approved and will be added to the Personnel Policy book.

VIII. Office Assistant Proposal

Carpenter proposed that FCPAA create a position of office assistant that would be given a $25 a day stipend to help in the office. This is to take the daily data entry tasks from Perkins so that he can concentrate of other projects. Sabacek said that an announcement should be placed in the paper for volunteers. Herman raised the issue of why GMCW was handing out scholarships to those who cannot afford dues with expecting them to contribute to the organization instead of having to pay someone. Gannon said that it should be a stipulation for a scholarship to give some required hours of labor to help the organization.

Peirce moved that the program of a $25 a day stipend not to exceed a yearly total of $3,600 be approved, Gibb seconds. Heath cautioned that this would set precedence for a paid volunteer in the organization. Marshall requested that we consider interns for the position but several members spoke about the responsibilities of FCPAA for managing interns would be. **Motion approved with one in against.**

IX. Director Search

Vignali reported that 30 requests for applications have been received. The committee is in place. No applications have been received yet.

X. New Business

- McGraw wants the organization to expedite the process of responding to the expanded umbrella organization issues.
- Heath announced that a board sponsored fundraiser with Chadburn/Nichols providing the entertainment will be held on Friday, March 10, 2000 at St. Margaret's Church. He asked for help to host the reception. Boykin asked that a formal request be presented to the Board.
- Heath also announced that a volunteer recognition event will be held at the DAR, February 19, 2000 and that Whitman Walker would like to invite GMCW to sing at the event. Boykin again asked that a formal proposal be presented to the Board.

XI. Adjournment

Gibb moves for adjournment, McGraw seconds, Unanimous in favor.

Respectfully submitted,
Jerry Carpenter -- Secretary, FCPAA

meeting called 7:35

1. minutes
   - Joe
   - Steve
   - Steve
   - Fred
   passed unan...

2. ~~Cir~~ Century Circle fund
   Fred presents proposal w/ ammendments
   discussion -
   Mark asked for clarification on the "seperate account"
   Darrell stressed that this account would not be insured
   concern of level of risk of investment was expressed by Jeff. Bill assured us that donors will be aware of how the money will be invested

   Fred moves to accept; Kris seconds
   question called
   passed; one abstention

3. Raffel Tickets
   Fred presents as fundraiser
   all expense paid weekend in San Fran
   $20,000 is goal

4. LGCW declined offered to join us for June Concert. Appreciated offer.

5. Greg Ruffer announced
Christiane Noll will be em-cee
of March Concert

6. Some Parking:
Guess ~~concert~~ at WWC performance

Jeff
Thom
- passed

Chadburn Concert
7. - Fred
- Thom
passed

8. thank-you / Holiday card signing

9. Gordon Tanner leaving board -
moving to TX

10. Director Search
12 Jan - ~~extensive~~ extending search
NY Times ads

- Jeff
- thom